

Subject Area Briefing:

Incident Investigation

Injury Management

ESH Coordinators/Quality Reps Meeting

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Investigation of Incidents, Accidents and Injuries (Revised)

- Contractual requirements to maintain a readiness to investigate and to support DOE Type A and B investigations (DOE O 225.1)
- Type C are BNL investigations
- Internal Reporting Requirements
 - Workers to report to Line IMMEDIATELY
 - Workers to report to OMC within 48 hrs
- External Reporting Requirements require investigations and follow-up (incl. DOE M 231.1).

Investigation Subject Area (Continued)

- Mandatory External Reporting Requirements:
 - DOE – Computerized Accident Investigation and Reporting System
 - DOL – Office of Statistics (formerly BLS)
 - NYS Workers' Compensation Board
 - Casualty Insurance Carrier

Investigation Subject Area (Continued)

- Need to be sure to carryout proper notifications depending on the incident (ORPS Categorizer, Radiological Awareness Report, etc.)
- Whatever you do, ensure the scene is preserved.
- Keep in mind you want to prevent the incident from occurring again.
- Don't stop with interviewing the injured employee at the OMC, go to where the incident happened and investigate further.
- Take pictures (Digital photos will help managers see what happened, but they are inadmissible in court...in case of litigation.)
- As part of the investigation, check the JRA and FRA and modify as necessary.
- Some organizations like to do their own investigations
- If you need help with an investigation, call me (x7493).

Investigation Subject Area (Continued)

What Changed in this Revision and What Changes will Come in the Future?

- **WHAT CHANGED:**
 - Required to report all injuries *to the Line Immediately and to the OMC within 48 hours* to allow BNL to adequately follow-up.
 - Provides for Level 2 Managers to designate specific personnel to investigate their injuries, or to pursue other methods.
 - The Line Organization A/I Investigation Report has been enhanced.
 - Tips on investigating are included
 - Gives information on Corrective Action Plans
 - Provides for Trending and Analysis

Investigation Subject Area What Changed (Continued)

- What Changed (Continued):
 - Type C Investigation Exhibit was expanded and clarified
 - The Exhibit on Incident Recordability was brought up to date and clarified.
 - If in doubt, go to the OSHA website <http://www.osha.gov>, and look for “Standard Interpretations”
 - A new Exhibit was added to make you aware of what type of incidents may have a Potential for Litigation

Investigation Subject Area

- Future Planned Changes:
 - Tougher scrutiny on review of investigations and kicking back those that are inadequate by Safety Engineering
 - Ensuring that Corrective Actions include references to JRA and/or FRA...as applicable
 - Implementation of an electronic form (currently being Beta tested).

Injury Management Subject Area (New)

- Actually picks up where the Investigation Subject Area leaves off...overlapping at times.
- Begins with determining your organization's needs in carrying out the response and following up.
- There are five sections:
 - Initial Mgmt of Near Misses and OI
 - Managing Recordable Cases
 - Managing DART and/or Catastrophic Cases
 - Managing Return to Work
 - Managing Cases Reported Late

Injury Management SA (Continued)

- It does not address short or long term disability, FMLA, ADA, sick leave pay and re-imbusement or other benefit-related functions.
- This SA ties in JRAs and FRAs to the investigation follow-up process, while assuring confidentiality of sensitive information.
- Introduces the return to work plan and the concept of transitional duty in DART cases.
- It ties certain DART cases to Workers' Compensation

Injury Management SA (Continued)

- The first Exhibit is the BNL Restricted Duty Policy in effect since 1996.
- Another Exhibit is a Return to Work Plan Template
- Another is a process chart showing involvement at each stage of the process.
- The Roles of all participants are discussed in the last Exhibit.